

## IMPORTANT REGISTRATION INFORMATION

### PARTICIPANT REGISTRATION

- Registration is \$75 through February 5 or \$125 after February 5.
- After March 5, do not mail registration fees – wait to register on site. On-site registration must include a check made payable to the STATE OF MICHIGAN.
- No telephone registrations will be accepted.
- No 302 funding is available for Summit registrations.
- State agencies must use interagency transfers to pay registration fees. Procurement card use is not allowed.
- Questions? Call (517) 333-5325.

### EXHIBITOR INFORMATION

- Non-profit exhibitor registration is \$75 through February 5 or \$125 after February 5.
- The for-profit exhibitor fee is \$395.
- March 5 is the deadline for exhibitor registration.
- Refreshment breaks will be held in the exhibit area to encourage walk-through traffic.
- Exhibit fees include an eight-foot skirted table with two chairs.
- SET-UP: Monday, March 12, 4 – 8 p.m.
- EXHIBIT: Tuesday, March 13, 8 a.m. – 4:30 p.m. (one day only)
- TAKE-DOWN: Tuesday, March 13, 5 – 8 p.m.
- Questions? Call Dan Vartanian at (517) 333-5322.

### REGISTRATION CONFIRMATION

If you provide an e-mail address, you will receive an electronic confirmation. Otherwise, confirmations will be mailed.

### CONFERENCE REGISTRATION REFUND POLICY

Refunds will only be given if a written cancellation request is made on or before March 5.

### REGISTRATIONS MAY BE FAXED OR MAILED

Payment must accompany registration. If paying by check, checks must be made payable to the STATE OF MICHIGAN.

### HOTEL INFORMATION

Conference participants and exhibitors must make their own hotel reservations and will be responsible for payment of their own lodging and some meals. The Kellogg Hotel is the official hotel for the Summit. Lodging is \$65 per night for single or double accommodations. Hotel registration deadline for the conference rate is February 10. For reservations, call (517) 432-4000. Mention the Michigan Traffic Safety Summit when making the reservation.

FAX OR MAIL the appropriate form to:

#### For credit card payments only

Fax to: (517) 333-5756

#### For payment by check

Mail: Michigan State Police  
Budget and Financial Services Division  
714 S. Harrison Rd.  
East Lansing, MI 48823

#### For payment by state agencies

State of Michigan agencies **must use** interagency transfers to pay registration fees. Procurement card use is not allowed. (Make transfers to Index 51000, PCA 51400, COBJ 6160 and indicate transaction document number on the registration form.)



## 2007 MICHIGAN TRAFFIC SAFETY SUMMIT PARTICIPANT REGISTRATION

Mr./Mrs./Ms./Dr./Rank	First Name	Last Name	Company/Department/Organization
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Street Address/Post Office Box	City	State	Zip Code	County
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Area Code + Phone Number	Area Code + Fax Number	E-mail address
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**Affiliation:** ☐ County/local government ☐ State government ☐ Medical/health care  
*Check all that apply* ☐ Law enforcement ☐ Non-profit organization ☐ Engineering ☐ Other

**Credit Card Information:** ☐ MasterCard ☐ Visa

Card Number	Expiration Date	Cardholder Name
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Cardholder Street Address/Post Office	City	State	Zip Code
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Area Code + Phone Number	Signature
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### Meal Preference:

Check each meal you plan to attend (*included in registration fee*)

☐ Tuesday's Lunch ☐ Wednesday's Lunch ☐ Thursday's Lunch ☐ Vegetarian meals

### Participant cost to attend 12th Annual Michigan Traffic Safety Summit:

**\$75** per person if registration information AND payment are received by February 5.

**\$125** per person if registration information and payment are received after February 5.

After March 5, only on-site registrations will be accepted.

302 funds are not eligible for this conference.

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Transaction Document Number
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